

**CITY OF DETROIT
Michigan Works! Agency
Workforce Development Board
HOST: Detroit's Work Place
455 W. Fort Street
Detroit, MI 48226**

**Thursday, November 18, 2004
9:00 a.m.**

FULL BOARD MEETING MINUTES

**I. Call to OrderTom Goss, Chairman
Goss, LLC.**

WDB Chairman, Mr. Tom Goss, welcomed members and guests and called the meeting to order. A motion was made and supported to approve the minutes from the July 2004 meeting, and the draft meeting agenda.

**II. Director's Report.....John L. King, MWA Consultant
Detroit Workforce Development Department - MWA**

Mr. King noted that he is giving the Director's Report in the absence of Cylenthia LaToye Obayan who is currently out of town and the Deputy Director – Cynthia Bell, who due to illness, was unable to attend.

WIA Funds

Mr. King stated that the Department was challenging the State's report on the outcomes for WIA performance measures for the Department. It was previously reported that the Department had exceeded or met all 17 performance standards; however, the report that the State issued to USDOL indicated that the Department had failed one of those standards. The issue revolved around non-reported exits that were not corrected, which resulted in the Department failing the performance standards for that period. However, after that time, the adjustments were made and the Department exceeded the standards. The Department has requested that USDOL modify the report but has not received a response.

Pilot Project

The Department has been selected to participate in a pilot project with the State, SEMCA, and CVS. CVS is attempting to design the program so that openings can be filled within its retail pharmaceutical outlets by our customers.

Foster Care Youth Project

The State also asked the Department to partner on a grant regarding foster care. The grant is for assisting youth who are “aging out” of foster care. The Department will be working with the Department of Labor and the Family Independence Agency, and Michigan Department of Labor and Economic Growth. The Department will focus on youth who are currently in the juvenile justice system.

Long-Distance Learning

The Department is working with the State on a distance-learning project. The project includes a pre-GED computer-based program.

The Department is also working with Comcast on a GED program; however, individuals must have the capability to read on a tenth grade level.

Prisoner Release Program

The Michigan Department of Corrections has a new jail detention program for parole violators. The Department will work with several jails that house Detroit residents to offer job training/employment skills, intensive case management, and counseling while they are in the program. The Department of Corrections will connect these individual with the Department during the program.

Mr. Goss suggested that the Board consider developing a special taskforce. In addition, Mr. Goss recommended that Mr. John King become the project leader of the taskforce. It was recommended for the staff to recognize and commend those institutions that have displayed positive performance.

III. Committee Reports

Contract Committee

Mr. King stated that the committee reviewed WorkFirst proposals. In addition, Mr. King noted for the contractors in attendance, that the staff is currently working on contracts, which should be submitted for Council approval by December 30, 2004.

Disability Taskforce

Ms. Dorothy Quinn stated that the committee has reviewed the DYOC policy recommendations; however, the recommendations have not been reported to the Executive Committee or the Full Board. Ms. Quinn stated that the taskforce is focusing on three grants:

- Disability Youth Grant
- Customized Grant
- Work Incentive Grant

Mr. Goss stated that one of the Board's goals is to determine the best way for the Board to be an advocate. It was suggested that the Department compile success stories.

Education Advisory Group (EAG)

Dr. Mary Smith stated that the group is focusing on educational opportunities. The group was presented with a report from Gear-Up Detroit. Gear Up Detroit is a part of the statewide project "Gear Up Michigan" and provides services to a cohort of over 3,668 middle-school students and their families with the goal of significantly increasing the low-income students who are prepared to enter and succeed in post-secondary education. Mr. Black presented four objectives for Gear Up:

1. Increase access to information for parents, students, educators, and administrators regarding the benefits and accessibility of postsecondary education in Michigan.
2. Raise awareness of financial opportunities for University and College study. Increase the educational expectations for participating students, as well as, the family's knowledge of postsecondary education options and financing.
3. Raise academic standards and expectations. Ensure that Gear Up students receive the academic preparation, social support, and guidance necessary to succeed in College and the workforce.
4. Increase Professional Development opportunities for educators and counselors.

The committee received a presentation on the GED@Home Project. The GED@Home Project is a supplemental program to assist in preparation for GED tests. The GED@Home Project will focus on educating adults as well as youth.

Marketing Committee

Mr. Raisch stated that the Committee had brainstorming sessions to identify both a logo and brand name. Some of the following were considered:

The chosen logo might include:

- γ Gears
 - Training
 - Assessment
 - Planning

The committee is focusing on the following areas:

- Developing a brand name that would connect everyone
- Developing a speaker's bureau
- Targeting employers first
- Compiling success stories

Youth Advisory Council (YAC)

Mr. King stated that the Youth Advisory Council (YAC) would meet on December 9, 2004. The YAC had a forum to discuss Lear Corporation's year-round youth program. The Lear Corporation launched a youth initiative to work with youth that has previously had some involvement with the criminal justice system. The Lear Project has challenged the department with developing ways to improve the program. The program is anticipating expanding to have youth working in three more facilities:

- Troy
- Dearborn
- Southfield
-

Youth Works raised \$61,000, which resulted in employing 105 youth.

IV. Old Business/New Business/Announcements

γ Attendance Letter

Mr. Goss stated that all members should have received a letter regarding WDB attendance. The intent of the letter was to inform the Board of the following goals:

- Board members should re-engage themselves
- Board members should re-instate themselves
- Make roles more beneficial to Board and the City of Detroit
- Need more members to work on committees
- If attendance is not improved, the Mayor will replace members

Mr. Goss read the portion of the letter that contained by-laws rule on attendance.

γ Acknowledgment for Mr. Robert Raisch

Mr. Goss acknowledge Mr. Robert Raisch for his dedicated service of 27 years on the Workforce Development Board. Mr. Raisch is the chair of the Marketing and By-laws ad hoc committee.

γ 501(c)(3)

Mr. King stated that the 501(c)3 Committee is working in conjunction with the Law Department to focus on the following goals of the group:

- Establish the group as a Michigan Corporation
- To move into total reactivation for 501(c)(3).

γ Year-End Social Gala

Mr. Goss stated that the Executive Committee agreed to have a year-end social event on December 16, 2004 for members of the Full Board. This event will be open to the Department staff and the Full Board. A committee has been developed for the event:

- Belda Garza
- Dr. Veronica Madrigal
- Gary Moss

γ Economic Forum

Mr. Sanders recommended developing an economic outlook forum whereby the Department, the Mayor, and the Mayor's staff could bring in employers. Mr. Sanders suggested that an Ad-Hoc Committee be established to determine how the Board could use the forum to raise the viability and visibility of the Board.

η 2005 Meeting Calendar

Mr. Goss stated that all meetings for the upcoming year would begin at 8:30 a.m. When the Executive Committee confirms the chosen day of the week, all members will be notified.

η Open Forum

- *Question:* At the Full Board meetings, is it possible for the Executive Committee to give a general report to the Board?
Answer: Yes
- *Question:* At the Full Board meetings, is it possible for the Executive Committee to give a financial report (e.g. available funds) to the Board?
Answer: Yes
- *Question:* At the Full Board meetings, is it possible for the Executive Committee to give a report on strategic goals for the Board?
Answer: Yes

V. Adjournment

Having no further business, the meeting was adjourned at approximately 10:30 a.m.

November 18, 2004
4:00 p.m.
Meeting Attendance
WDB Members

WDB MEMBERS / Title	REPRESENTING
Tom Goss Chairman	Goss, LLC.
Tyrone Sanders, Jr.	Public Affairs Associates
Byron Carter Administrator, HR Development	UAW/General Motors for Human Resources
Belda Garza Board Member	Detroit Public Schools Board of Education
Dr. Karl Gregory Consultant	K.D.G. & Associates
John Hayden V.P. Human Resources	Henry Ford Health System
Donald (Steve) Hill District Manager	MDCD Rehabilitation Services
Jacqueline Jones Group Vice-President	United Way Community Services
Gary Moss Supervisor	DTE
Charles Neal Board Member	Detroit Association of Black Organizations
Dr. Rhonda Paul Consultant	Career Development Associates
Dorothy Quinn District Manager of Special Projects	Detroit Labor and Economic Growth
Robert Raisch President	The Supersine Co.
Dr. Mary Smith Vice Chancellor	Wayne County Community College District

DWDD STAFF	
John King	MWA Consultant
Donna Chew	Detroit MWA
Rusan M. Combs	Detroit MWA

GUESTS	REPRESENTING
Brenda Motley-Aikens	Ross Learning
Blanca Almanzo	Ser Metro Detroit
Delana Baltimore	Development Centers
Kindall Barbara	ACS
Delores Bryant	DWP
Denise Carroll	DWP
Nana Carter	We Care Development Corporation
Melvin Chapman	Diversified Educations Services
Pat Chatman	Goodwill Industries
Dee Dee Coleman	Wings of Faith
Sonja Cross	A New Beginning II, Inc.
Rhesta Dawkins	DPSWF
Heather Emmert	RIC
Linda Gonzalez	Detroit Hispanic Development Corporation
Tracy Hall	Focus Hope
Tracey Helms	DWP
Terrie Henderson	TWW & Associates
Gloria Houze	Employment Central
Kecia Ingram	DWFN
Sharon Jamal	DWP
Beverly Jila	Wings of Faith
Lorenda King	DWP
Jennifer Lane	Foundation for Behavioral Resources
Dr. Jawad Marzook	ACC
Mary McDouglas	Operation Able
Darsan Mitchell	Foundation for Behavioral Resources
Shani Niang	DWFN

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GUESTS	REPRESENTING
Marilyn Reed	Operation Help, Inc.
Janice Saur	JVS
Thomas Schiari	DEI
Gus Shihab	ACC
Alan Spiller	Ser/YO
Jackie Steflo	Bluewater/Wayne
Alfred Taylor	TRW
Patrice Taylor	Operation Help
Alberto Uribe	DWP
Allison Vaughn	Jackets for Jobs
Pam Walker	Focus Hope